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*Housing Authority
Of The
Town of Mansfield, Louisiana*

*Financial Statements and
Supplemental Financial Information*

SEPTEMBER 30, 2000

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 04/04/01 ▼

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
MANSFIELD, LOUISIANA**



◆ Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low income housing programs in the United States. Accordingly, HUD has contracted with the entity to administer certain HUD funds. The entity is a public corporation, legally separate, fiscally independent and governed by Board of Commissioners.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

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September 30, 2000*

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INDEPENDENT AUDITOR'S REPORT ON GENERAL PURPOSE FINANCIAL STATEMENTS

Housing Authority of the
Town of Mansfield
Mansfield, Louisiana

I have audited the accompanying general purpose financial statements of the Housing Authority of the Town of Mansfield, Louisiana, as of and for the year ended September 30, 2000 as listed in the table of contents. These financial statements are the responsibility of the Authority's management. My responsibility is to express an opinion on these general-purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, financial statements referred to above present fairly, in all material respects, the financial position of the Housing Authority of the Town of Mansfield, Louisiana, as of September 30, 2000 and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the financial statements taken as a whole. The other supplemental information, combining statements and the graphs listed in the table of contents are presented for purposes of additional analysis and are not a required part of the financial statements of the Housing Authority of the Town of Mansfield, Louisiana. Such information, has been subjected to the auditing procedures applied in the audit of the general purpose financial statements, and in my opinion, the information is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

In accordance with *Government Auditing Standards*, I have also issued my report dated February 28, 2001, on my consideration of Housing Authority of the Town of Mansfield, Louisiana's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grants.

My audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements of the Housing Authority of the Town of Mansfield, Louisiana. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in my opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

February 28, 2001

Jena, Louisiana

John R. Vercher

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Housing Authority of the
Town of Mansfield
Mansfield, Louisiana

I have audited the general purpose financial statements of the Housing Authority of the Town of Mansfield, Louisiana, as of and for the year ended September 30, 2000 and have issued my report thereon dated February 28, 2001. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Housing Authority of the Town of Mansfield, Louisiana's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Housing Authority of the Town of Mansfield, Louisiana's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended for the information of the Housing Authority of the Town of Mansfield, Louisiana's Management and Legislative Auditor's Office. However, this report is a matter of public record and its distribution is not limited.

John R. Vercher

February 28, 2001
Jena, Louisiana

**GENERAL PURPOSE FINANCIAL STATEMENTS
(COMBINED STATEMENTS - OVERVIEW)**

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana
Combined Balance Sheet
All Fund Types and Account Group
September 30, 2000*

| | Governmental Fund Types | | General Fixed Assets | Total (Memorandum Only) |
|--|--------------------------------|-----------------------------|-------------------------------------|--|
| | General Fund | Capital Projects | | |
| ASSETS AND OTHER DEBITS | | | | |
| ASSETS: | | | | |
| Cash | \$ 60,741 | \$ -0- | \$ -0- | \$ 60,741 |
| Receivables: | | | | |
| Accounts, Net of Allowances \$738 | 5,244 | -0- | -0- | 5,244 |
| Deferred Charges | 15,522 | -0- | -0- | 15,522 |
| Fixed Assets | -0- | -0- | 5,275,715 | 5,275,715 |
| TOTAL ASSETS | \$ 81,507 | \$ -0- | \$ 5,275,715 | \$ 5,357,222 |
| LIABILITIES , EQUITY & OTHER CREDITS | | | | |
| LIABILITIES | | | | |
| Cash (Overdraft) | \$ -0- | \$ 30,188 | \$ -0- | \$ 30,188 |
| Accounts Payable: | | | | |
| Trade | 12,034 | \$ -0- | \$ -0- | \$ 12,034 |
| Security Deposits | 7,271 | -0- | -0- | 7,271 |
| Accrued Pilot | 9,702 | -0- | -0- | 9,702 |
| Accrued Compensated Absences | 8,901 | -0- | -0- | 8,901 |
| TOTAL LIABILITIES | \$ 37,908 | \$ 30,188 | \$ -0- | \$ 68,096 |
| FUND EQUITY AND OTHER CREDITS | | | | |
| Investment In General Fixed Assets | \$ -0- | \$ -0- | \$ 5,275,715 | \$ 5,275,715 |
| Fund Balances: | | | | |
| Unreserved, Undesignated | 43,599 | (30,188) | -0- | 13,411 |
| TOTAL EQUITY AND OTHER CREDITS | \$ 43,599 | \$ -0- | \$ 5,275,715 | \$ 5,289,126 |
| TOTAL LIABILITIES, EQUITY AND OTHER CREDITS | \$ 81,507 | \$ -0- | \$ 5,275,715 | \$ 5,357,222 |

The accompanying notes are an integral part of this statement.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

*Combined Statement of Revenues, Expenditures
and Changes in Fund Balances
All Governmental Types
Year Ended September 30, 2000*

| | Governmental Fund Types | | Total (Memorandum Only) |
|--|--------------------------------|-----------------------------|--|
| | General Fund | Capital Projects | |
| Revenues: | | | |
| Rents | \$ 118,554 | \$ -0- | \$ 118,554 |
| Operational Subsidies/Grants | 198,067 | 1,024,550 | 1,222,617 |
| Interest | 1,893 | -0- | 1,893 |
| Other Income | 8,506 | -0- | 8,506 |
| Total Revenue | \$ 327,020 | \$ 1,024,550 | \$ 1,351,570 |
| Expenditures: | | | |
| Current | | | |
| Housing Operations: | | | |
| Administration | \$ 103,735 | \$ -0- | \$ 103,735 |
| Utilities | 71,465 | -0- | 71,465 |
| Ordinary Maintenance and Operations | 61,087 | -0- | 61,087 |
| Protective Services | 11,934 | -0- | 11,934 |
| General Expenditures | 61,802 | 1,057,797 | 1,119,599 |
| Other | 31,508 | -0- | 31,508 |
| Total Expenditures | \$ 341,531 | \$ 1,057,797 | \$ 1,399,328 |
| Excess (Deficit) Of Revenues Over Expenditures | \$ (14,511) | \$ (33,247) | \$ (47,758) |
| Fund Balances Beginning Of Year | 58,110 | 3,059 | 61,169 |
| Fund Balances End Of Year | <u>\$ 43,599</u> | <u>\$ (30,188)</u> | <u>\$ 13,411</u> |

The accompanying notes are an integral part of this statement.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

*Combined Statement of Revenues and Expenditures
and Changes in Fund Balance
Budget vs Actual (GAAP Basis)
Year Ended September 30, 2000*

| General Fund | | | |
|--|-------------------|-------------------|---|
| | Budget | Actual | Variance Favorable (Unfavorable) |
| Revenues: | | | |
| Rents | \$ 129,260 | \$ 118,554 | \$ (10,706) |
| Operational Subsidies/Grants | 198,067 | 198,067 | -0- |
| Interest | 2,290 | 1,893 | (397) |
| Other Income | 19,680 | 8,506 | (11,174) |
| Total Revenue | \$ 349,297 | \$ 327,020 | \$ (22,277) |
| Expenditures: | | | |
| Current | | | |
| Housing Operations: | | | |
| Administration | \$ 90,690 | \$ 103,735 | \$ (13,045) |
| Utilities | 90,620 | 71,465 | 19,155 |
| Ordinary Maintenance and Operations | 91,810 | 61,087 | 30,723 |
| Protective Services | 18,600 | 11,934 | 6,666 |
| General Expense | 56,440 | 61,802 | (5,362) |
| Other | -0- | 31,508 | (31,508) |
| Total Expenditures | \$ 348,160 | \$ 341,531 | \$ 6,629 |
| Excess (Deficit) Of Revenues Over Expenditures | \$ 1,137 | \$ (14,511) | \$ (15,648) |
| Fund Balances Beginning Of Year | 25,879 | 58,110 | 32,231 |
| Fund Balances End Of Year | <u>\$ 27,016</u> | <u>\$ 43,599</u> | <u>\$ 16,583</u> |

The notes to the financial statements are an integral part of this statement.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

Notes to Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Introduction

The financial statements of the entity have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. The entity is chartered as a public corporation for the purpose of administering housing programs for low income families.

Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low income housing programs in the United States. Accordingly, HUD has contracted with the entity to administer certain HUD funds.

The following is a summary of significant accounting policies.

A. Reporting Entity

The entity is a public corporation, legally separate, fiscally independent and governed by Board of Commissioners. As required by generally accepted accounting principles, these financial statements present the financial position and results of operation of Housing Authority of the Town of Mansfield, a primary government. There are no component units to be included herewith, but this report does include all funds, account groups, and programs which are controlled by the entity's governing body.

B. Basis of Presentation

1. **Funds and Account Groups.** The accounts of the entity are organized on the basis of funds or account groups, each of which is considered a separate accounting unit. The operations of each fund are reported as a separate set of self-balancing accounts, which are comprised of each fund's assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into the following categories:

Governmental Fund Types

General Fund - The general fund is the general operating fund of the Authority. It is used to account for all financial resources except for those required to be accounted for in another fund.

Capital Projects Funds - The capital projects fund is used to account for financial resources to be used for the acquisition, construction, and major renovation of capital facilities.

Account Group

The account groups are used to account for fixed assets and long-term liabilities which are not reported in the respective governmental funds.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

Notes to Financial Statements – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

2. **Total Columns on Combined Statements.** Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.
3. **Land, Structures, and Equipment.** Land, structures and equipment used in governmental fund type operations are accounted for in the General Fixed Assets Account Group. No depreciation has been provided on such assets. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated assets are valued at their estimated fair value on the date donated. The entity does capitalize any “infrastructure” assets (streets, curbs, sidewalks, drainage system, and similar assets that are immovable) which are paid for by the entity.
4. **Capitalized Interest.** During project development, interest expenditures were capitalized under pre-1987 financing arrangements. Post-1986 capital projects are being financed by grants from HUD. Consequently, there are no interest expenditures to capitalize. Subsequent to financed developments, interest expenditures are not accrued but are recorded when paid.
5. **Long-term Liabilities.** Long-term liabilities expected to be financed from governmental fund types are accounted for in the General Long-Term Debt Account Group. Expenditures related to such debt are reflected in the Debt Service fund.
6. **Fund Balance Reservations.** Special reporting treatment is also applied in governmental funds when inventories and prepaid items are present to indicate that they do not represent “available spendable resources”, even though they are a component of net current assets. Such amounts are offset by fund balance reserve accounts.

C. Basis of Accounting

1. **Modified Accrual Basis of Accounting.** All governmental funds are accounted for using the modified accrual basis of accounting. The modified accrual basis of accounting recognizes when both “measurable and available.” Measurable means the amount can be determined. Available means collectible within the current period or soon enough thereafter to pay current liabilities. All significant revenue sources are susceptible to accrual.

Expenditures in governmental fund types are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated unpaid vacation and sick pay which are not accrued, and (2) principal and interest on general long-term debt which is reported as expenditures in the year due.

The entity does not utilize encumbrance accounting.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

Notes to Financial Statements – (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

D. Budgets and Budgetary Accounting

1. **Budget Policy and Practice.** The entity follows these procedures in establishing the budgetary data reflected in the financial statements:
 - a. The entity prepares annual budgets for each fund (except Debt Service Fund and the Capital Projects Fund). Prior to the beginning of each budget year, the entity's annual budget is approved by the entity's governing body. Budgetary amendments require approval by the governing body. Budget amounts shown in the financial statements are the final authorized amounts for the year. All budgetary appropriations lapse at the end of each fiscal year. The budget was amended for the year.
 - b. Budgets for the Capital Projects Fund are prepared on a project-life basis rather than on an annual basis and, therefore, have been omitted from the accompanying financial statements.
2. **Encumbrances.** Encumbrance accounting is not utilized by the entity.
3. **Budget Basis of Accounting.** The budgets are prepared on the statutory basis of accounting as prescribed by HUD (which approximates GAAP).

E. Assets, Liabilities and Fund Equity

1. **Cash and Cash Equivalents.** The entity defines cash to include certificates of deposit, money market funds, savings accounts, demand deposits, and other short-term securities with maturities of three months or less. Consequently, the cost, carrying value, and market value are equivalent.
2. **Inventories.** Inventories consists primarily of maintenance materials and supplies stated at cost, first-in first-out method.

F. Revenue, Expenditures and Expenses

1. **Compensated Absences.** Vested and earned vacation and sick leave are reported in the general long-term debt account group. No expenditure is reported for those amounts. No liability is recorded for nonvesting accumulating rights to receive sick pay benefits.
2. **Income Taxes.** The entity is not subject to federal or state income taxes.

2. DEPOSITS

It is the entity's policy for deposits to be secured by collateral at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation (FDIC) insurance. The entity's deposits are categorized to give an indication of the level of risk assumed by the entity at September 30, 2000. The categories are describes as follows:

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

Notes to Financial Statements – (Continued)

2. DEPOSITS

- *Category 1* – Insured or collateralized with securities held by the entity or by its agent in the Authority's name.
- *Category 2* – Collateralized with securities held by the pledging financial institution's trust department or agent in the Authority's name.
- *Category 3* – Uncollateralized. (This includes bank balances that are collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Authority's name)

Cash Deposits, categorized by level of risk, are:

| | |
|------------------------------|-----------------------------------|
| | Book Balance 9/30/2000 |
| Cash | <u>\$ 32,698</u> |
| Secured as Follows: | |
| FDIC (<i>Category – 1</i>) | <u>\$ 32,698</u> |

3. FIXED ASSETS

Changes in fixed assets are as follows

| | Beginning Of Period | Additions | Deletions | End Of Period |
|--------------------------|--------------------------------|---------------------|-------------------|--------------------------|
| Land | \$ 47,446 | \$ -0- | \$ -0- | \$ 47,446 |
| Building & Improvements | 4,187,003 | -0- | 146,191 | 4,040,812 |
| Equipment | 126,792 | -0- | 77,676 | 49,116 |
| Construction in Progress | 80,545 | 1,057,796 | -0- | 1,138,341 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total | <u>\$ 4,441,786</u> | <u>\$ 1,057,796</u> | <u>\$ 223,867</u> | <u>\$ 5,275,715</u> |

Construction in progress is composed of expenditures related to major renovation of certain buildings owned by the entity, said renovation to be fully financed by grants from HUD.

All land and buildings are encumbered by a Declaration of Trust in favor of the United States of America as security for obligations guaranteed by the federal government and to protect other interests of the federal government.

4. CONTINGENCIES

The entity is subject to possible examinations made by federal regulators who determine compliance with terms, conditions, laws and regulations governing grants given to the entity in the current and prior years. These examinations may result in required refunds by the entity to federal grantors and/ or program beneficiaries.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

Notes to Financial Statements – (Continued)

5. BOARDMEMBERS

| Name | Title | Annualized Salary |
|--------------------|--------------|------------------------------|
| Ned Mc Cray | Chairman | \$ -0- |
| John Mayweather | Commissioner | -0- |
| Gilbert Stoma | Commissioner | -0- |
| Mildred Youngblood | Commissioner | -0- |

6. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

*FINANCIAL STATEMENTS
OF INDIVIDUAL FUNDS
AND ACCOUNT GROUPS*

CAPITAL PROJECTS FUNDS

To account for the purchase or construction of major capital facilities which are not financed by proprietary funds, special assessment funds or trust funds.

CIAP '98' in the amount of \$1,092,302

CIAP '99' in the amount of \$262,128

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

*Capital Projects Funds
Combining Statement of Revenues, Expenditures, and Changes
In Fund Balance
Twelve Months Ended September 30, 2000*

| | CIAP 1998 | CIAP 1999 | Total |
|---|----------------------|----------------------|---------------------|
| REVENUE | | | |
| Intergovernmental | \$ 890,987 | \$ 133,563 | \$ 1,024,550 |
| TOTAL REVENUE | \$ 890,987 | \$ 133,563 | \$ 1,024,550 |
| EXPENDITURES | | | |
| Administration | \$ 1,111 | \$ 272 | \$ 1,383 |
| Fees/Costs | 20,369 | 17,015 | 37,384 |
| Dwelling Structure | 836,091 | -0- | 973,783 |
| Dwelling Equipment | 9,185 | 137,692 | 9,185 |
| Non-Dwelling Structures | 7,350 | -0- | 7,350 |
| Non-Dwelling Equipment | 6,950 | -0- | 6,950 |
| Computers | 3,614 | -0- | 3,614 |
| Relocation | 15,709 | 2,439 | 18,148 |
| TOTAL OPERATING EXPENDITURES | \$ 900,379 | \$ 157,418 | \$ 1,057,797 |
| EXCESS OF REVENUES OVER EXPENDITURES | \$ (9,392) | \$ (23,855) | \$ (33,247) |
| FUND BALANCE, BEGINNING | 3,059 | -0- | 3,059 |
| FUND BALANCE, ENDING | \$ (6,333) | \$ (23,855) | \$ (30,188) |

The accompanying notes are an integral part of this statement.

*Housing Authority of the Town of Mansfield
Mansfield, Louisiana*

*Capital Projects Funds
CIAP Recap
FW - 390
Twelve Months Ended September 30, 2000*

| | <u>908-98</u> | <u>909-99</u> |
|--|---------------------------|--------------------|
| 1. FUNDS APPROVED | \$ 1,092,302 | \$ 262,128 |
| FUNDS EXPENDED | (980,923) | (157,418) |
| EXCESS OF FUNDS APPROVED | <u>\$ 111,379</u> | <u>\$ 104,710</u> |
| 2. FUNDS ADVANCED | \$ 974,590 | \$ 133,563 |
| FUND EXPENDED | (980,923) | (157,418) |
| EXCESS (DEFIDICENCY) OF FUNDS ADVANCED | <u>\$ (6,333)</u> | <u>\$ (23,855)</u> |
| RECAP | <u>99 CIAP</u> 9/30/00 | |
| TOTAL | <u>\$ 157,418</u> | |
| RECAP | <u>98 CIAP</u> | |
| | <u>FYE 09/30/99</u> | <u>FYE 9/30/00</u> |
| TOTAL | <u>\$ 80,545</u> | <u>\$ 900,378</u> |

The accompanying notes are an integral part of this statement.

JOHN R. VERCHER PC

Certified Public Accountant

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REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Housing Authority of the
Town of Mansfield
Mansfield, Louisiana

COMPLIANCE

I have audited the compliance of Housing Authority of the Town of Mansfield, Louisiana, with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended September 30, 2000. The Housing Authority of the Town of Mansfield, Louisiana's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Housing Authority of the Town of Mansfield Louisiana's management. My responsibility is to express an opinion on Housing Authority of the Town of Mansfield, Louisiana's compliance based on my audit.

*I conducted my audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Housing Authority of the Town of Mansfield, Louisiana's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on Housing Authority of the Town of Mansfield, Louisiana's compliance with those requirements.*

In my opinion, Housing Authority of the Town of Mansfield, Louisiana complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended September 30, 2000.

-----MEMBER-----
-----AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS-----
SOCIETY OF LOUISIANA CERTIFIED PUBLIC ACCOUNTANTS

Internal Control Over Compliance

The management of Housing Authority of the Town of Mansfield, Louisiana is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered Housing Authority of the Town of Mansfield, Louisiana's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on the internal control over compliance in accordance with OMB Circular A-133

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider to be material weaknesses.

This report is intended solely for the information and use of management, the Legislative Auditor, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

John R. Vercher

Jena, Louisiana

February 28, 2001

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
MANSFIELD, LOUISIANA**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2000**

| | <u>Federal CFDA Number</u> | <u>Agency Or Pass-Through Number</u> | <u>Federal Disbursements/ Expenditures</u> |
|--|------------------------------------|--|--|
| U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT | | | |
| Low Income Housing Operating Subsidy Contract # Fw-390 | 14.850 | N/A | \$ 198,067 |
| '98' CIAP | 14.852 | N/A | 900,379 |
| '99' CIAP | 14.852 | N/A | 157,418 |
| | | | <u>\$ 1,255,864</u> |

NOTE TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Note A – Single Audit Requirements

In July 1996, the Single Audit Act Amendments of 1996 (1996 Act) were enacted and superseded the Single Audit Act of 1984. In September 1997 OMB issued a revised Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, to implement the changes from the 1996 Act and to rescind Circular A-128. The new requirements state that an entity expending \$300,000 or more of federal funds adhere to the requirements of Single Audit.

The funds used to account for these funds use the modified accrual basis of accounting.

Supplementary schedule. Presented for purposes of additional analysis only.

SCHEDULE OF FINDINGS AND QUESTIONED COST
For the Year Ended September 30, 2000

*HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
MANSFIELD, LOUISIANA*

*SCHEDULE OF FINDINGS AND QUESTIONED COST
For the Year Ended September 30, 2000*

Section II Financial Statement Findings Required To Be Reported In Accordance With GAGAS

No items to report.

Section III Federal Awards Findings and Questioned Costs

No items to report.

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
MANSFIELD, LOUISIANA**

**MANAGEMENT'S SUMMARY
OF PRIOR YEAR FINDINGS**

Legislative Auditor
State of Louisiana
Baton Rouge, Louisiana 70804-9397

The management of the Housing Authority of the Town of Mansfield, Louisiana has provided the following action summaries relating to audit findings brought to their attention as a result of their financial audit for the year ended September 30, 2000.

99-C-1 Tenants Not Recertified Timely

Auditor's Recommendation: The tenant should be recertified on an annual basis, not including interim adjustments.

Management's Corrective Action: We have reassigned duties and now monitor this closely. We now perform the required annual recertifications.

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
MANSFIELD, LOUISIANA

ADJUSTING ENTRIES
For the Year Ended September 30, 2000

| | | |
|----------------------------------|-------------|-------------|
| Cash (CD Acct 574278) | \$ 3,555.09 | |
| Interest Income | | \$ 1,512.49 |
| Fund Balance (Operating Reserve) | | 2,042.60 |

To book interest income on Hibernia C.D. acct. no.
574278 \$1,512.49 current and \$2,042.60 earned
in prior periods.

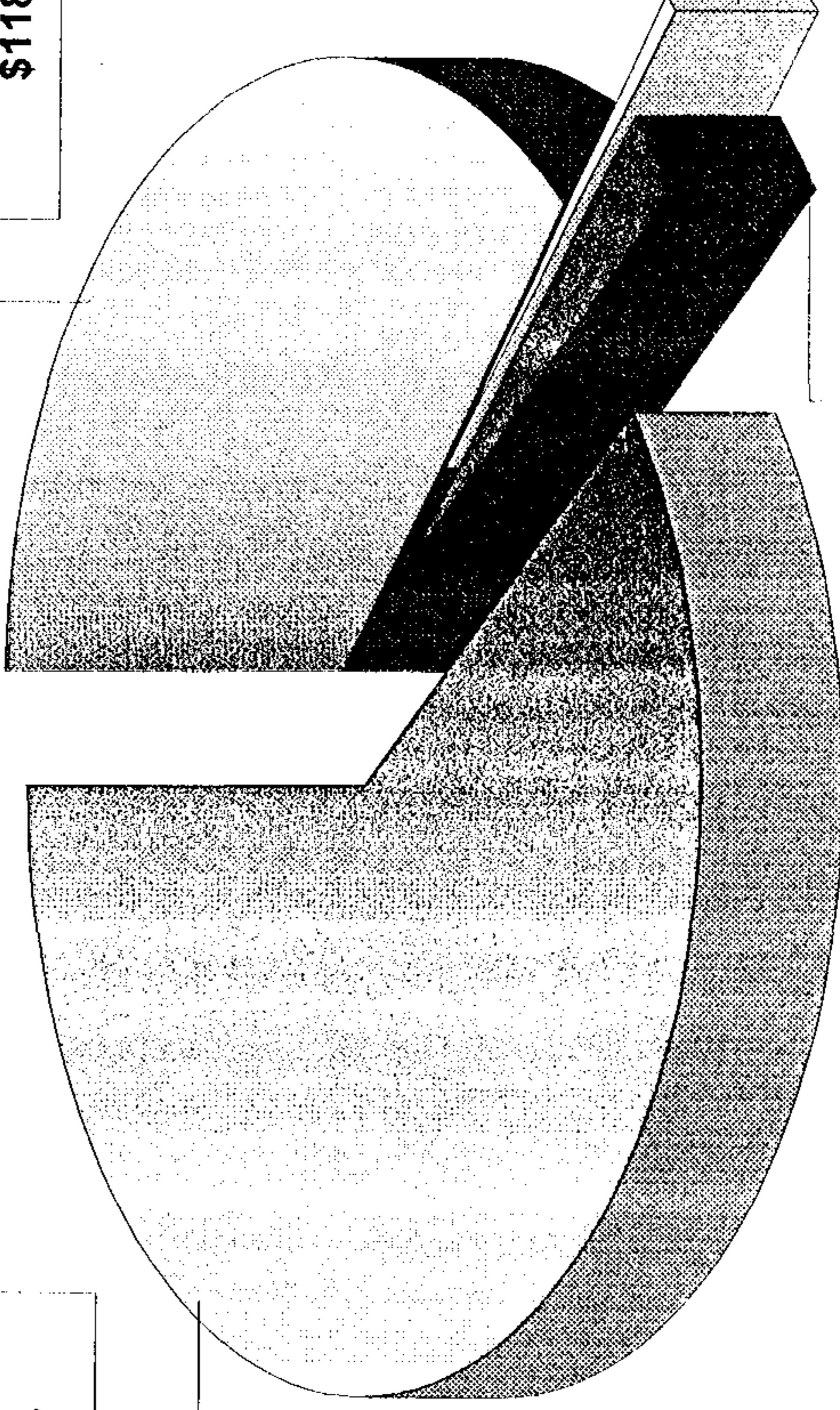
GRAPHS

MANSFIELD HOUSING AUTHORITY

Operating Revenues September 30, 2000

**HUD OPERATING
SUBSIDY
\$198,067**

**DWELLING RENTAL
\$118,554**

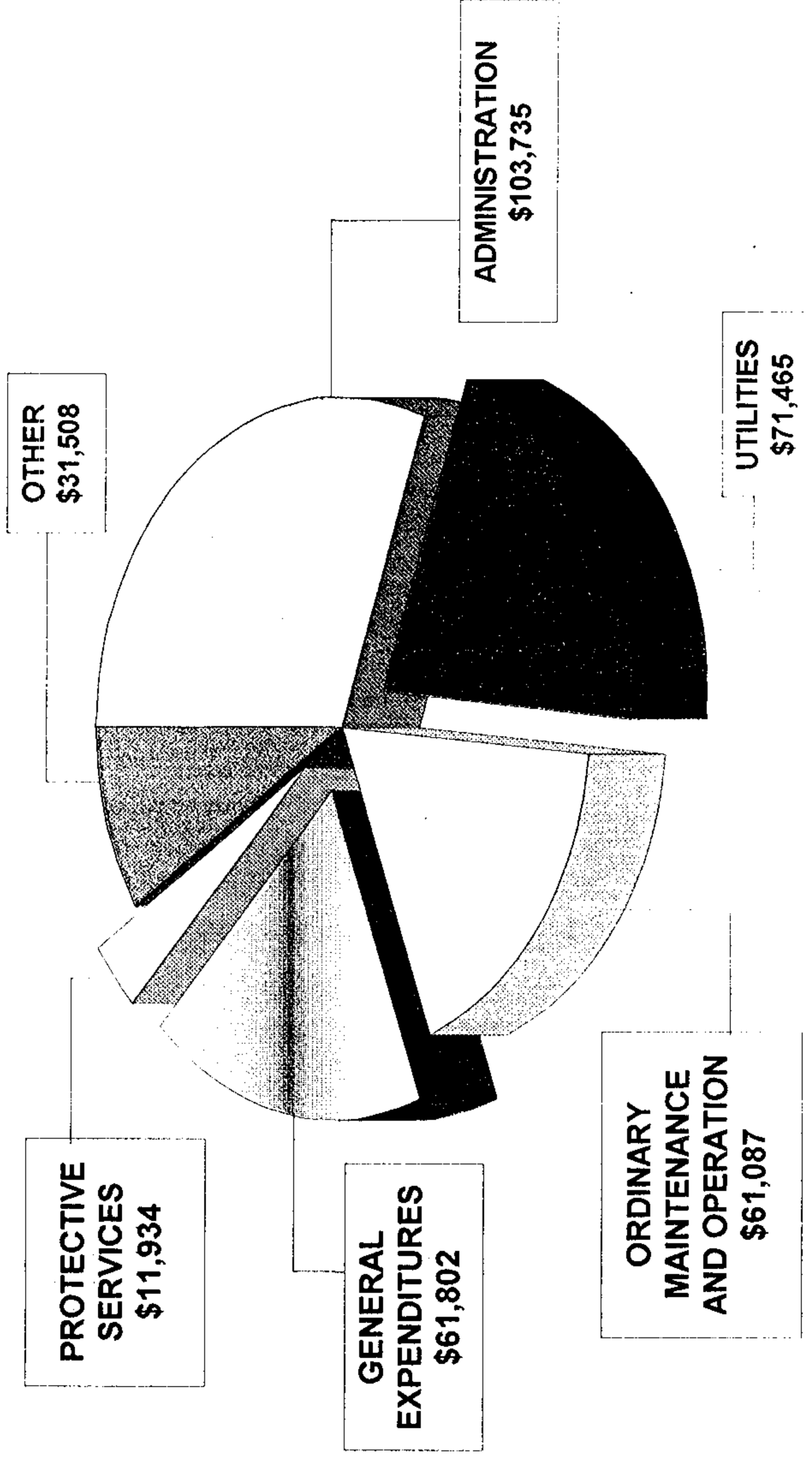


**INTEREST
\$1,893**

**OTHER INCOME
\$8,506**

MANSFIELD HOUSING AUTHORITY

Operating Expenditures Sept. 30, 2000



FORM **SF-SAC**
(8-97)U.S. DEPARTMENT OF COMMERCE - BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR
OFFICE OF MANAGEMENT AND BUDGET**Data Collection Form for Reporting on
AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS**Complete this form, as required by OMB Circular A-133, "Audits
of States, Local Governments, and Non-Profit Organizations."**RETURN TO****Single Audit Clearinghouse**
1201 E. 10th Street
Jeffersonville, IN 47132**PART I****GENERAL INFORMATION (To be completed by auditee, except for Item 7)**

1. Fiscal year ending date for this submission

mm/dd/yy 09/30/00

2. Type of Circular A-133 audit

1 ☒ Single audit 2 ☐ Program-specific audit

3. Audit period covered

1 ☒ Annual 3 ☐ Other - Months
2 ☐ Biennial**FEDERAL
GOVERNMENT
USE ONLY**4. Date received by Federal
clearinghouse

5. Employer Identification Number (EIN)

a. Auditee EIN 72-0691603

b. Are multiple EINs covered in this report? 1 ☐ Yes 2 ☒ No**6. AUDITEE INFORMATION****7. AUDITOR INFORMATION (To be completed by auditor)**

a. Auditee name

Housing Authority of the Town of Mansfield, Louisiana

a. Auditor name

John R. Vercher

b. Auditee address (Number and street)

Street 600 Kennedy St.

PO Box 1020

City Mansfield

State La

ZIP Code 71052

b. Auditor address (Number and street)

Street PO Box 1608

210 N. 2nd St.

City Jena

State La

ZIP Code 71342

c. Auditee contact

Name Sandra Jameson

Title Ex. Director

c. Auditor contact

Name John R Vercher

Title CPA

d. Auditee contact telephone

318-872-1383

d. Auditor contact telephone

318-992-6348

e. Auditee contact FAX (Optional)

e. Auditor contact FAX (Optional)

318-992-4374


f. Auditee contact E-mail (Optional)

f. Auditor contact E-mail (Optional)

jrv@centuryinter.net


g. AUDITEE CERTIFICATION STATEMENT - This is to certify that, to the best of my knowledge and belief, the auditee has:

(1) Engaged an auditor to perform an audit in accordance with the provisions of OMB Circular A-133 for the period described in Part I, Items 1 and 3; (2) the auditor has completed such audit and presented a signed audit report which states that the audit was conducted in accordance with the provisions of the Circular; and, (3) the information included in **Parts I, II, and III** of this data collection form is accurate and complete. I declare that the foregoing is true and correct.

 3-13-01
 Signature of certifying official Date Month Day Year

Name/Title of certifying official

g. AUDITOR STATEMENT - The data elements and information included in this form are limited to those prescribed by OMB Circular A-133. The information included in Parts II and III of the form, except for Part III, Items 5 and 6, was transferred from the auditor's report(s) for the period described in Part I, Items 1 and 3, and is **not a substitute** for such reports. The auditor has not performed any auditing procedures since the date of the auditor's report(s). A copy of the reporting package required by OMB Circular A-133, which includes the complete auditor's report(s), is available in its entirety from the auditee at the address provided in Part I of this form. As required by OMB Circular A-133, the information in **Parts II and III** of this form was entered in this form by the auditor based on information included in the reporting package. The auditor has not performed any additional auditing procedures in connection with the completion of this form.

 2-28-01
 Signature of auditor Date Month Day Year

PART I

GENERAL INFORMATION - Continued

8. Indicate whether the auditee has either a Federal cognizant or oversight agency for audit. (Mark (X) one box)

1 ☐ Cognizant agency 2 ☒ Oversight agency

9. Name of Federal cognizant or oversight agency for audit. (Mark (X) one box)

- | | | | |
|--|--|---|--|
| 01 <input type="checkbox"/> African Development Foundation | 83 <input type="checkbox"/> Federal Emergency Management Agency | 16 <input type="checkbox"/> Justice | 08 <input type="checkbox"/> Peace Corps |
| 02 <input type="checkbox"/> Agency for International Development | 34 <input type="checkbox"/> Federal Mediation and Conciliation Service | 17 <input type="checkbox"/> Labor | 59 <input type="checkbox"/> Small Business Administration |
| 10 <input type="checkbox"/> Agriculture | 39 <input type="checkbox"/> General Services Administration | 43 <input type="checkbox"/> National Aeronautics and Space Administration | 96 <input type="checkbox"/> Social Security Administration |
| 11 <input type="checkbox"/> Commerce | 93 <input type="checkbox"/> Health and Human Services | 89 <input type="checkbox"/> National Archives and Records Administration | 19 <input type="checkbox"/> State |
| 94 <input type="checkbox"/> Corporation for National and Community Service | 14 <input checked="" type="checkbox"/> Housing and Urban Development | 05 <input type="checkbox"/> National Endowment for the Arts | 20 <input type="checkbox"/> Transportation |
| 12 <input type="checkbox"/> Defense | 03 <input type="checkbox"/> Institute for Museum Services | 06 <input type="checkbox"/> National Endowment for the Humanities | 21 <input type="checkbox"/> Treasury |
| 84 <input type="checkbox"/> Education | 04 <input type="checkbox"/> Inter-American Foundation | 47 <input type="checkbox"/> National Science Foundation | 82 <input type="checkbox"/> United States Information Agency |
| 81 <input type="checkbox"/> Energy | 15 <input type="checkbox"/> Interior | 07 <input type="checkbox"/> Office of National Drug Control Policy | 64 <input type="checkbox"/> Veterans Affairs |
| 66 <input type="checkbox"/> Environmental Protection Agency | | | <input type="checkbox"/> Other - Specify: |

PART II

FINANCIAL STATEMENTS (To be completed by auditor)

1. Type of audit report (Mark (X) one box)

1 ☒ Unqualified opinion 2 ☐ Qualified opinion 3 ☐ Adverse opinion 4 ☐ Disclaimer of opinion

2. Is a "going concern" explanatory paragraph included in the audit report? 1 ☐ Yes 2 ☒ No

3. Is a reportable condition disclosed? 1 ☐ Yes 2 ☒ No -SKIP to Item 5

4. Is any reportable condition reported as a material weakness? 1 ☐ Yes 2 ☐ No

5. Is a material noncompliance disclosed? 1 ☐ Yes 2 ☒ No

PART III

6. FEDERAL AWARDS EXPENDED DURING FISCAL YEAR

7. AUDIT FINDINGS AND QUESTIONED COSTS

| CFDA number ¹ (a) | Name of Federal program (b) | Amount expended (c) | Major program (a) | Type of compliance requirement ² (b) | Amount of questioned costs (c) | Internal control findings ³ (d) | Audit finding reference number(s) (e) |
|--------------------------------------|--------------------------------|------------------------|--|--|-----------------------------------|---|--|
| 14.850 | Operating Subsidy | \$198,067 | 1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No | O | \$ N/A | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input checked="" type="checkbox"/> C | N/A |
| 14.852 | '98' CIAP | \$900,379 | 1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No | O | \$ N/A | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input checked="" type="checkbox"/> C | N/A |
| 14.852 | '99' CIAP | \$ 157,418 | 1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No | O | \$ N/A | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input checked="" type="checkbox"/> C | N/A |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| | | \$ | 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No | | \$ | 1 <input type="checkbox"/> A 2 <input type="checkbox"/> B 3 <input type="checkbox"/> C | |
| TOTAL FEDERAL AWARDS EXPENDED | | \$ 1,255,864 | | | | | |

PART III FEDERAL PROGRAMS (To be completed by auditor)

| | | | |
|--|--|---|--|
| 1. Type of audit report on major program compliance 1 <input checked="" type="checkbox"/> Unqualified opinion 2 <input type="checkbox"/> Qualified opinion 3 <input type="checkbox"/> Adverse opinion 4 <input type="checkbox"/> Disclaimer of opinion | | | |
| 2. What is the dollar threshold to distinguish Type A and Type B programs §_.520(b)? \$300,000 | | | |
| 3. Did the auditee qualify as a low-risk auditee (§_.530)? 1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No | | | |
| 4. Are there any audit findings required to be reported under §_.510(a)? 1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No | | | |
| 5. Which Federal Agencies are required to receive the reporting package? (Mark (X) all that apply) | | | |
| 01 <input type="checkbox"/> African Development Foundation | 83 <input type="checkbox"/> Federal Emergency Management Agency | 16 <input type="checkbox"/> Justice | 08 <input type="checkbox"/> Peace Corps |
| 02 <input type="checkbox"/> Agency for International Development | 34 <input type="checkbox"/> Federal Mediation and Conciliation Service | 17 <input type="checkbox"/> Labor | 59 <input type="checkbox"/> Small Business Administration |
| 10 <input type="checkbox"/> Agriculture | 39 <input type="checkbox"/> General Services Administration | 43 <input type="checkbox"/> National Aeronautics and Space Administration | 96 <input type="checkbox"/> Social Security Administration |
| 11 <input type="checkbox"/> Commerce | 93 <input type="checkbox"/> Health and Human Services | 89 <input type="checkbox"/> National Archives and Records Administration | 19 <input type="checkbox"/> State |
| 94 <input type="checkbox"/> Corporation for National and Community Service | 14 <input checked="" type="checkbox"/> Housing and Urban Development | 05 <input type="checkbox"/> National Endowment for the Arts | 20 <input type="checkbox"/> Transportation |
| 12 <input type="checkbox"/> Defense | 03 <input type="checkbox"/> Institute for Museum Services | 06 <input type="checkbox"/> National Endowment for the Humanities | 21 <input type="checkbox"/> Treasury |
| 84 <input type="checkbox"/> Education | 04 <input type="checkbox"/> Inter-American Foundation | 47 <input type="checkbox"/> National Science Foundation | 82 <input type="checkbox"/> United States Information Agency |
| 81 <input type="checkbox"/> Energy | 15 <input type="checkbox"/> Interior | 07 <input type="checkbox"/> Office of National Drug Control Policy | 64 <input type="checkbox"/> Veterans Affairs |
| 66 <input type="checkbox"/> Environmental Protection Agency | | | 00 <input type="checkbox"/> None |
| | | | <input type="checkbox"/> Other - Specify: |

¹ Or other identifying number when the Catalog of Federal Domestic Assistance (CFDA) number is not available.

² Type of compliance requirement (Enter the letter(s) of all that apply to audit findings and questioned costs reported for each Federal program.)

- | | | |
|---|--|---------------------------------|
| A. Activities allowed or unallowed | G. Matching, level of effort, earmarking | L. Reporting |
| B. Allowable costs/cost principles | H. Period of availability of funds | M. Subrecipient monitoring |
| C. Cash management | I. Procurement | N. Special tests and provisions |
| D. Davis - Bacon Act | J. Program income | O. None |
| E. Eligibility | K. Real property acquisition and relocation assistance | |
| F. Equipment and real property management | | |

³ Type of internal control findings (Mark (X) all that apply)

- | | | |
|------------------------|--------------------------|------------------|
| A. Material weaknesses | B. Reportable conditions | C. None reported |
|------------------------|--------------------------|------------------|